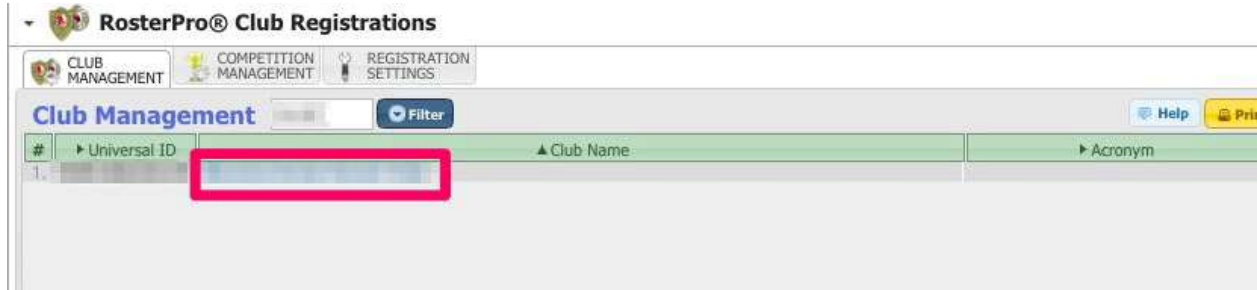


Printing Player Passes and Rosters

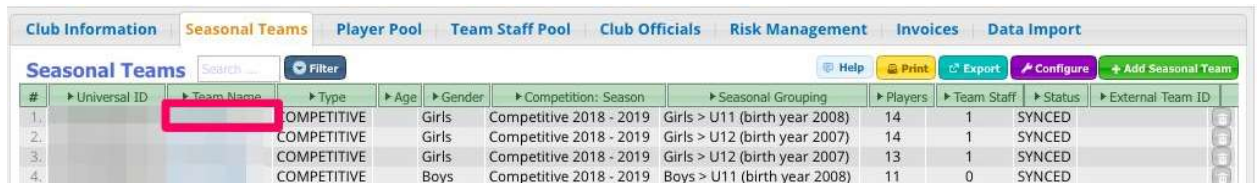
Step 1: Log in to access your club information. Click on your **Club Name**.



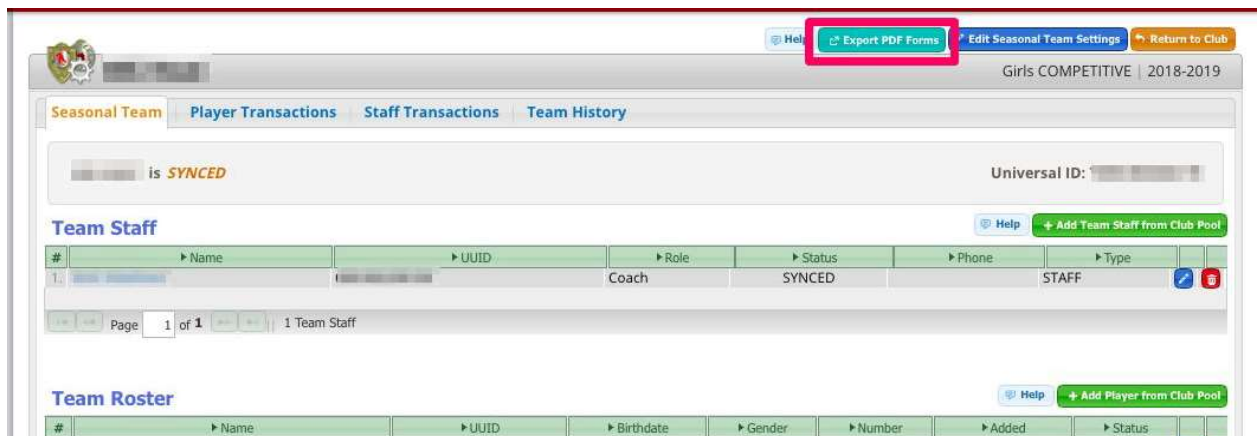
Step 2: Click on the **Seasonal Teams** tab.



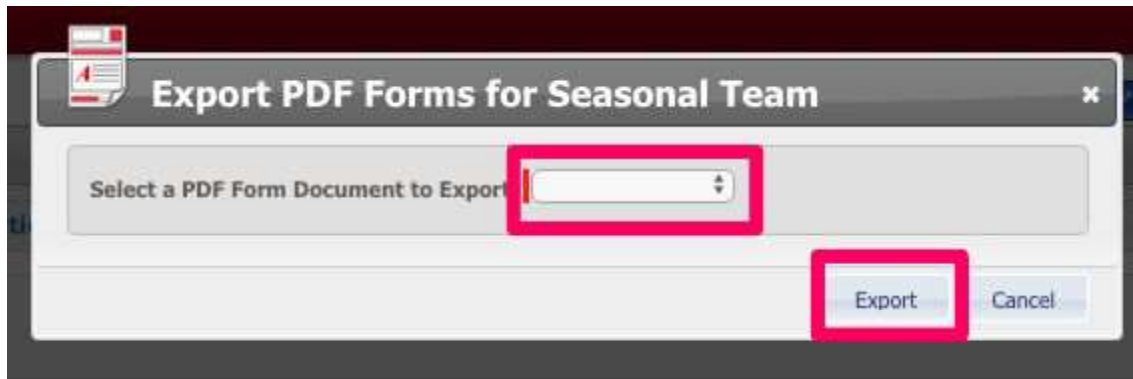
Step 3: Click on the **Seasonal Team**.



Step 4: Click the teal **Export PDF Forms** on the right hand side.



Step 5: Click the PDF form you would like to print, **Player Passes** or **Official Roster**.



Step 6: Click **export**, a link will be emailed to you where you can access your forms. They will also appear in your browser.

Print an Individual Player Pass From the Roster

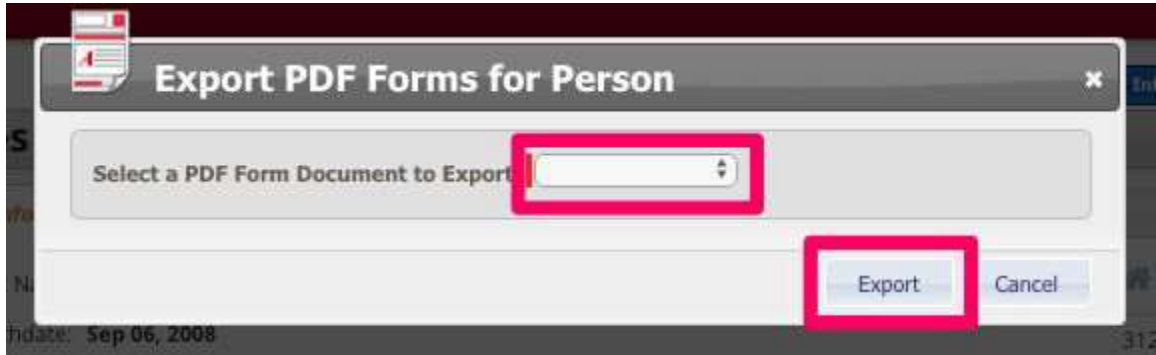
You can also print a player pass for a specific player if you do not wish to print the entire team at once. This can be done by accessing the player profile via clicking on the player name in the team roster that you are currently viewing.

Step 1: Click on the **player name** in the roster list.

#	Name	UUID	Birthdate	Gender	Number	Added	Status	
1.				FEMALE		06/13/2018	SYNCED	
2.				FEMALE		06/14/2018	SYNCED	
3.				FEMALE		06/14/2018	SYNCED	

Step 2: On the right hand side, click the **export pdf forms** button.

Step 3: Select **player passes** from the drop down menu and click **export**.



Step 4: Once you select export, a link will be emailed to you where you can access your forms. They will also appear in your browser.

Print an Individual Player Pass From the Player Pool

Another way to print a player pass is via the player pool. From the dashboard when you log into the system:

Step 1: Log in to access your club information. Click on your **Club Name**.



Step 2: Click on **Player Pool**.



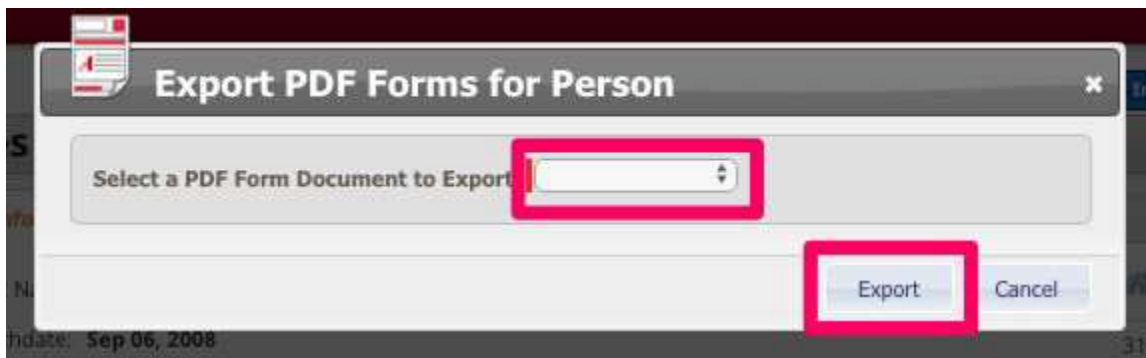
Step 3: Click on the **Player Name**. (Reminder: you can easily search a player by typing part of or all of their name in the search bar)



Step 4: On the right hand side, click the **Export PDF Forms** button.



Step 5: Select the **Player Passes** from the drop down menu and click export.



Step 6: Once you select print, a link will be emailed to you where you can access your forms. They will also appear in your browser.